

# Interagency Coordinating Board for the Community Use of Public Facilities

## FY18 Hourly Fee Schedule MCPS (indoor)

Effective 9/1/17 – 8/30/18

### PTA, MCPS Partnerships and Government Entities

Hourly Rates	Monday-Friday		Saturday/Sunday/Holiday	
	1 Hour minimum		3 Hour minimum	
	Before 6:00 pm	After 6:00 pm	First Room	Additional Rooms
				Simultaneous use
APR, Cafeteria, Other	\$10.50	\$12.50	\$24.00	\$20.00
Kitchen*	\$40.25	\$42.00	\$56.00	N/A
Gym	\$10.50	\$11.50	\$24.00	\$20.00
Classroom	\$7.00	\$8.50	\$23.00	\$20.00
5+ additional classrooms each. First room at regular rate				\$10.00
Auditorium*	\$147.00	\$157.00	\$160.00	N/A

### Groups included in this category

- Public recreation classes, camps and activities (Montgomery County Recreation Department and municipal recreation departments of Takoma Park, Rockville, Gaithersburg).
- City, County, State, Federal and other government agency meetings/programs.
- MCPS partnerships with government agencies and universities for staff development after hours – specific contract provisions apply.
- PTA partnerships where PTA assumes all liability to include insurance, *ADA and Civil Rights compliance for any sponsored groups*.
- An administrative fee will be charged for field use. Note: MCCPTA insurance does not cover school based PTA programs with for-profit entities.
- *PTA, MCPS Partnerships with Universities and Government Entities* rates apply to MCPS partnerships. *Schools assume all liabilities* to include insurance, *ADA and Civil Rights compliance for any sponsored groups*. *MCPS Partnerships with for-profit entities pay for profit rates*.

### Non-Profit Organizations, Community Groups

Hourly Rates	Monday-Friday (1-hour minimum)		Saturday/Sunday/Holiday (3-hour minimum use required)	
	1 Hour minimum		3 Hour minimum	
	Before 6:00 pm	After 6:00 pm	First Room	Additional Rooms
				Simultaneous use
APR, Cafeteria, Other	\$11.00	\$18.50	\$40.00	\$20.00
Kitchen*	\$41.00	\$48.00	\$56.00	N/A
Gym	\$11.00	\$17.00	\$40.00	\$20.00
Classroom	\$7.00	\$8.50	\$32.50	\$20.00

5+ additional classrooms each. First room at regular rate				\$10.00
Auditorium*	\$147.00	\$157.00	\$160.00	N/A

**Groups included in this category**

- Non-profit organizations
- Informal community groups, e.g., garden clubs, informal/local sports groups, etc. formed for non-profit purposes.
- Informal Users – Not for personal gain.

Non-County businesses, groups and individuals not located and/or serving Montgomery County will be charged an additional administrative fee: \$25.00 per day on weekdays; \$50.00 per day on weekends and holidays.

### For Profit Organizations

Hourly Rates	Monday-Friday		Saturday/Sunday/Holiday	
	1 Hour minimum		3 Hour minimum	
	Room Type	Before 6:00pm	After 6:00pm	First Room Additional Rooms simultaneous use
APR, Cafeteria, Other		\$12.00	\$20.25	\$50.00 \$26.00
Kitchen*		\$42.00	\$50.00	\$59.00 N/A
Classroom		\$9.00	\$14.50	\$42.00 \$26.00
Gym		\$13.50	\$22.50	\$50.00 \$26.00
Auditorium*		\$155.00	\$167.50	\$180.00 N/A

**Groups included in this category**

- Enterprise activities with personal gain/benefit to individual providing direct services.
- MCPS/PTA partnership with a local for-profit entity.
- Business and other activities with business or for personal gain.

Non-County businesses, groups and individuals not located and/or serving Montgomery County will be charged an additional administrative fee: \$25.00 per day on weekdays; \$50.00 per day on weekends and holidays.

### Camps Operating During Summer and School Breaks

Room Type	Non-Profit	For-Profit	Saturday/Sunday/Holiday
	Monday -Friday until 6:00 pm		See Weekend Rates
APR, Cafeteria, Gym, Other	\$22.00	\$24.00	
Kitchen*	\$41.00	\$42.00	
Classroom	\$12.00	\$14.00	
Auditorium*	\$147.00	\$155.00	
Fields w/ Indoor access to restrooms only	\$24.50	\$25.00	

\*Includes required additional staff. Auditorium and kitchen must always be charged at first room rate.

**Groups included in this category**

- Summer and school-break camps, clinics and other activities of a programmatic nature **not** sponsored by public recreation agencies.
- Typically, 3+ hours, 3-5 days per week, same participants, and participation covered by single registration or considered a camp by DHHS criteria.

### MSDE Licensed Before and After School Childcare Providers selected by the school

Hourly Rates	Non-Profit	For-Profit	Saturday/Sunday/Holiday
Room Type	Monday -Friday until 6:30 pm		See Weekend Rates
APR, Cafeteria, Gym, Other	\$10.50	\$11.50	
Kitchen*	\$40.25	\$41.00	
Classroom	\$7.00	\$7.50	
Auditorium*	\$147.00	\$155.00	

\*Includes required additional staff. Auditorium and kitchen must always be charged at first room rate.

### Outdoor Facilities See Fee Schedule for Ballfield and Stadium fees

*See Field Fee Schedule for Ballfield and Stadium fees*

	Non-Profit	For Profit
Tennis Court per hour	\$10.00	\$15.00
Parking lot per hour	\$16.50	\$30.00
Parking lot pick up/drop off location per permit	\$50.00	\$75.00

### Other Fees

#### Staff - Hourly Rate (3-hour minimum)

Building Services Worker	\$30.50 per hour
Building Attendant	\$30.50 per hour
Cafeteria Worker	\$29.75 per hour
Media Services Technician	\$45.00 per hour
User Support Specialist	\$45.00 per hour
Security Staff	\$33.50 per hour

#### Equipment Fees

Audio Visuals	\$ 3.00 per hour
Computer lab	\$50.00 per use
Piano	\$25.00 per use
Scoreboard Control Unit	\$2.00 per hour
Kitchen use security deposit	\$50.00

#### Non Resident Fee

Weekday	\$25.00 per day
Weekend	\$50.00 per day

**Administrative Fee** \$50.00

**Adjustment/amendment fee** \$25.00

**Late Fees:** \$10 per month (with incremental increases of \$5 per additional \$500 owed, based on amounts 30-days past due)